

NEWPORT COUNTY REGIONAL SPECIAL EDUCATION PROGRAM
Serving the Towns of Little Compton, Portsmouth, Middletown,
Tiverton

Board of Superintendents Meeting

Wednesday, November 13, 2013

8:30 a.m. – Regular Meeting

Held at Oliphant Administration

Superintendents Present: Mr. W. Rearick, Tiverton Public Schools

Mrs. R. Kraeger, Middletown Public Schools

Mrs. K. Crowley, Little Compton Public Schools

**Also Present: Mr. D. Croston, Chairperson, Portsmouth School
Committee**

Mr. J. Schoonover, Asst. Superintendent, Portsmouth Public Schools

Dr. R. Santa, Director, Newport County Regional, NCR

Ms. S. Kraeger, Asst. Director, Newport County Regional, NCR

Mrs. C. Andrade, Asst. Director, Newport County Regional, NCR

Mrs. C. Silvia, Admin. Assist., NCR

Mrs. G. Augustus, Business Mgr., NCR

The meeting was called to order at 8:33 by Mr. Rearick.

I. APPROVAL OF MINUTES

Approval of Minutes of the October 9 & November 6, 2013 Minutes.

MOTION: 1) Mrs. K. Crowley, 2) Mr. D. Croston To approve the minutes of the October 9 & November 6, 2013 meeting. Unanimous Vote.

II. CORRESPONDENCE

- **NCRSEP Support Staff Job Descriptions – Updated**
- **NCRSEP Organizational Chart – Updated**
- **Personnel Assignment Lists – Updated – Separate File**
- **CompuClaim E-Mail re: October Figures**

III. OLD BUSINESS

- **Out of District Placements – Questions/Concerns**
- **Medicaid Reimbursement Update – Questions/Concerns**
- **Year-to-Date Summary – Questions/Concerns**
- **Disbursement Detail Listing – Questions/Concerns**
- **Matching Funds Memo - Signatures**

IV. NEW BUSINESS

Recommendations on Personnel

A. Resignations

1. Jill Napert – Teacher Assistant – Portsmouth High School

MOTION: 1) Mrs. K. Kraeger 2) Mr. D. Croston That the Board of Superintendents accepts the

Above named personnel's letter of resignation. Unanimous

Vote

B. Request for Leave

1. Lindsay Jacobs – Regional Speech Pathologist – Fort Barton – Request for Leave

MOTION: 1) Mrs. K. Crowley, 2) Mrs. K. Kraeger That the Board of Superintendents approves the

above named personnel's request for leave anticipated effective date March 10, 2014 utilizing accrued

sick/personal days with anticipated return to current position on the first day of the 2014-2015 school

year. Unanimous Vote

2. Jennifer White-Wilcox – Special Educator – Hathaway School – Request for Leave

MOTION: 1) Mr. W. Rearick, 2) Mr. D. Croston That the Board of Superintendents approves the

above named personnel's request for leave until December 5, 2013 utilizing accrued sick days running

concurrent with FMLA. Unanimous Vote

3. Stephanie St. Laurent – Teacher Assistant – Middletown High School – Request for Leave

MOTION: 1) Mrs. K. Crowley, 2) Mr. W. Rearick That the Board of Superintendents approves the

above named personnel's request for leave.

MOTION: 1) Mrs. K. Crowley, 2) Mr. W. Rearick That the Board

of Superintendents amend the motion

and deny request for leave pending further documentation from physician. Unanimous Vote

4. Bryan Goodwin – Special Educator – Ranger School – Request for Leave

MOTION: 1) Mr. D. Croston, 2) Mr. W. Rearick That the Board of Superintendents approves the

above named personnel's request for four (4) weeks of leave utilizing accrued sick days. Unanimous Vote

C. Recommendations – Certified Personnel

1. Marc Gonsalves – Special Educator .5 – Melville School – Increase to Full Time - Unbudgeted

MOTION: 1)Mrs. K. Kraeger, 2) Mrs. K. Crowley That the Board of Superintendents approves the

above named personnel's increase from .5 to full time. Unanimous Vote

2. School Nurse-Teacher .5 – Gaudet Middle School

MOTION: Mr. D. Croston/Mrs. K. Crowley approves the recommendation for a .5 School

Nurse/Teacher one year only for the Gaudet Middle School. Unanimous Vote

3. Jill Spohn – Regional Adaptive P.E. Teacher – Class Increase – Documentation was provided within the allowable timeframe per the Middletown contract. No vote needed.

D. Recommendations – Non-Certified Personnel

1. Alyssa Taft – Teacher Assistant – Tiverton High School

MOTION: 1) Mrs. K. Crowley, 2) Mrs. K. Kraeger, 2) That the Board of Superintendents approves the above named non-certified personnel as teacher assistant assigned to Tiverton High School for the remainder of the 2013-2014 SY only, pending certification. Unanimous Vote

2. Samantha Amaral – Teacher Assistant – Tiverton Middle School

MOTION: 1) Mrs. K. Crowley, 2) Mr. D. Croston, 2) That the Board of Superintendents approves the above named non-certified personnel as teacher assistant assigned to Tiverton Middle School for the remainder of the 2013-2014 SY only. Unanimous Vote

3. Abigail Farrow – Teacher Assistant – Portsmouth High School

MOTION: 1) Mrs. K. Crowley, 2) Mr. D. Croston, 2) That the Board of Superintendents approves the above named non-certified personnel as teacher assistant assigned to Portsmouth High School for the remainder of the 2013-2014 SY only pending certification. Unanimous Vote

4. Erin Rodrigues – Teacher Assistant .8 – Melville School

MOTION: 1) Mr. D. Croston, 2) Mrs. K. Crowley, That the Board of Superintendents approves the above named non-certified personnel as teacher assistant assigned to Melville School for the remainder of the 2013-2014 SY only. Mrs. Kraeger recused herself.

5. Rachel Carraway – Teacher Assistant – Gaudet Middle School

MOTION: 1) Mrs. K. Crowley, 2) Mr. W. Rearick, That the Board of Superintendents approves the above named non-certified personnel as teacher assistant assigned to Gaudet Middle School for the remainder of the 2013-2014 SY only. Unanimous Vote

6. Teacher Assistant – Hathaway School

Discussed filling position immediately with potential candidate and bring back

recommendation for appointment to the Board's December meeting

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7. 1 Additional Teacher Assistants Needed – Fort Barton School (Unbudgeted)

MOTION: 1) Mrs. K. Crowley, 2) Mr. D. Croston, That the Board of Superintendents approves the recommendation to contract with Creative Options for 1 Behavior Specialist for the Fort Barton School. Unanimous Vote

8. 2 Additional Teacher Assistants Needed – Tiverton Middle School (Unbudgeted)

MOTION: 1) Mrs. K. Crowley, 2) Mrs. R. Kraeger, That the Board of Superintendents approves the recommendation to hire 2 additional Teacher Assistants for the Tiverton Middle School for the remainder of the 2013-2014 school year only. Unanimous Vote

9. 1 Additional Teacher Assistant Needed – Gaudet Middle School (Unbudgeted)

MOTION: 1) Mrs. K. Crowley, 2) Mrs. R. Kraeger, That the Board of Superintendents approves the recommendation to hire 1 additional Teacher Assistant for the Gaudet Middle School for the remainder of the 2013-2014 school year only. Unanimous Vote

10. Reassigning Funds within Budget Line Items

MOTION: 1) Mr. D. Croston, 2) Mrs. K. Crowley, That the Board of Superintendents approves the reassigning of funds within Budget Line Items as presented. Unanimous Vote

E. Discussion Items – The Director brought these items before the Board for Discussion.

1. NCRSEP Human Capital Management System – 1st Reading

The Board reviewed the Human Capital Management System and made

recommendations to Dr. Santa to amend/change wording and bring back to the

Board's December meeting for a 2nd Reading.

2. Use of John F. Kennedy School

Dr. Santa shared information she had gather re: the use of the John F. Kennedy School.

MOTION: 1) Mrs. K. Crowley, 2) Mr. D. Croston, That the Board of Superintendents give

Mrs. Kraeger permission to contact Sean Brown regarding the

**use of the John F. Kennedy
School.**

3. Teacher Assistant Work Hours

**Dr. Santa discussed concerns she has with the Teacher Assistant
Work Hours.**

4. Responsibility of NCRSEP to Locally Hired Personnel

D. Program Highlights/Evolving School-Based Needs

1. Critical Cases – Questions/Concerns

ADJOURN FROM MEETING

**MOTION: 1) Mr. D. Croston 2) Mrs. R. Kraeger. To adjourn from the
Board of Superintendent's Meeting, at 9:51 a.m.**

Respectfully Submitted,

**Rachel Santa, Director _____ Coleen Silvia,
Clerk_____**